



"To Protect and To Serve"

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March 09, 2019

Dylan Segelbaum
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Dylan Segelbaum,

Thank you for contacting the Northern York County Regional Police Department with your request for information pursuant to the Pennsylvania Right-To-Know Law. On March 09, 2019 we received your request for the following documents:

"Copies of written memos, procedures and policies on how police officers are to conduct prostitution investigations".

Your request for records is granted in part and denied in part as follows: the Northern York County Regional Police Department has withheld information that is exempt from disclosure by law, in that information not related to your request has been withheld. In addition, any record of this agency relating to noncriminal investigation, including investigative materials, notes, correspondence and reports have been redacted as outlined in Section 708(b)(17)(ii). The remaining documents are enclosed with this correspondence.

Serving:

Dover Township

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Jackson Township

You have a right to appeal this denial of information (redacted) in writing to Erik Arneson, Executive Director, Office of Open Records, 333 Market Street, 16th Floor, Harrisburg, PA 17126-0333. For Criminal Records, the appeal process must be directed to the York County District Attorney David Sunday, York County Judicial Center, 45 North George Street, York, PA 17401 (717-771-9600).

If you choose to file an appeal you must do so within 15 business days of the mailing date of the agency's response, as outlined in Section 1101. If you have further questions, please call Sgt James Kulak at the above phone listing during normal business hours. Please be advised that this correspondence will serve to close this record request with our office as permitted by law.

Respectfully,

James Kulak
Open Records Officer

David L. Lash
Deputy Chief of Police

Lorreta Wilhide
Chairman
Board of Commissioners

012-2019



NORTHERN YORK COUNTY REGIONAL POLICE DEPARTMENT

GENERAL ORDER

19-01

INVESTIGATING HUMAN TRAFFICKING

Effective Date: 01.01.2019

Reevaluation Period: 1 year

Distribution: All via PowerDMS

Revisions:

Key Words:

PURPOSE

To provide officers of the Northern York County Regional Police with guidance for investigating human trafficking. Given the nature of these investigations, certain precautions must be in place to insure the integrity of the investigation and this agency as well as the safety of the officers.

DEFINITION

Human Trafficking: human trafficking is the recruitment, transportation, transfer, harboring, or receipt of persons by improper means (such as force, abduction, fraud, or coercion) for an improper purpose including forced labor or sexual exploitation.

Sexual Activity is defined as sexual intercourse, oral sex, anal sex, penetration of the vagina or anus using any part of the human body or a physical object, or manual stimulation.

Official Funds: Money provided by the District Attorney's Office or other Law Enforcement Agency used in an official capacity to further a criminal investigation.

Vice Crimes: Crimes that offend the morals of a community and are at times thought to be victimless. Examples are prostitution which may be directly related to human trafficking.

PROCEDURES

1. Prior to investigating an individual or business believed to be engaged in illegal conduct involving sexual activity, the officer shall:
 - a. Obtain prior written approval from the Special Operations Lieutenant or Chief of Police to conduct the investigation.

- b. Attempt to devise a method/ploy, which will enable the officer to successfully complete the investigation without engaging in sexual activity with another person.
 - c. Never conduct this type of investigation unless provided backup by another law enforcement officer.
 - d. Prior to any undercover details, a briefing will be held with all involved officers. All undercover officers and known targeted individuals will be identified. In addition, communication procedures, officer assignments, locations, and any use of force or other legal and policy issues should be addressed.
 - e. It is preferred that an officer working in an undercover capacity has police ID, a firearm, and body armor on his person. However, it is understood that possession of those items could compromise the officer's safety. The officer's discretion and each situation will dictate whether the undercover officer will be in possession of those items. Should it be determined to be more of an officer safety risk, an undercover officer will be permitted to go without those items.
 - f. Officers in a visible surveillance position will also be excused from the body armor requirement if wearing it would compromise the operation or officer safety. Officers in these positions will have police ID and a firearm. These officers should only assist the take down team when no other alternative exists.
 - g. Plain-clothes officers on a take-down team will have police ID readily visible and wear body armor.
 - h. A police car and a uniformed officer will be close by and readily available in all vice details.
 - i. Officer's are prohibited from engaging in sexual activity with any person to further the investigation.
 - j. The only justification for engaging in sexual activity with another person during an undercover criminal investigation while in the performance of a officer's lawful duty is if the officer's personal safety is in immediate jeopardy.
 - k. The officer who is working in an undercover capacity should never become involved in the arrest of a target unless a life or death situation arises.
2. A member/enforcement officer conducting an undercover investigation who engages in sexual activity with another person pursuant to subparagraph (1.j) shall:

- a. Immediately notify their supervisor of the circumstances surrounding the incident.
 - b. Prepare a To/From (NYCRPD Form 25) to the Chief of Police detailing the circumstances surrounding the incident. The correspondence shall include the investigative report; the name of the other person involved; the date, time, and location where the sexual activity occurred; the type and extent of sexual activity; and the names of any witnesses.
3. **Deconfliction:** Members/enforcement officers shall ensure a RISSafe Event Deconfliction Form, Form SP 5-505, is completed and submitted to the Department Watch Center in accordance with AR 7-18, RISSafe Officer Safety Event Deconfliction System, to ensure officer safety due to the ongoing possibility that other law enforcement activities or operations may be occurring within the same time period, at the same location, or in close proximity to each other.